



## **COMMUNITY DEVELOPMENT**

**P.O. Box 1609 Mammoth Lakes, CA 93546**

**DATE:** May 8, 2007

**TO:** California State Governor's Office of Planning  
and Research  
State of California Department of Housing and  
Community Development

**FROM:** Jen Daugherty, Assistant Planner

**SUBJECT:** July 1, 2006 – December 31, 2006 Planning  
Activities Report

California Government Code Sections 65400 (a) and (b) require local agencies to "investigate and make recommendations to their legislative bodies regarding reasonable and practical means for implementing the general plan...so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open space land and natural resources, and the expenditure of public funds relating to the subjects addressed in the general plan."

In addition, these sections require local agencies to: "Provide an annual report to the legislative body on the status of the general plan and progress in its implementation, including the progress in meeting its share of regional housing needs...and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing." A summary of the planning activities during the 2005-2006 fiscal year (i.e. July 1, 2005 to June 30, 2006) was prepared in October 2006 and submitted to the Office of Planning and Research and Housing and Community Development. The Office of Planning and Research and Housing and Community Development now require the annual planning report for every calendar year and due April 1<sup>st</sup> of each year. This report summarizes the activities between July 1, 2006 to December 31, 2006 to complete the summary of planning activities for the 2006 calendar year. For additional information, please refer to the 2005-2006 Fiscal Year Annual Planning Activities Report.

**TOWN OF MAMMOTH LAKES**  
**July 1, 2006 – December 31, 2006**  
**PLANNING ACTIVITIES REPORT**

**OVERVIEW**

**General Plan:**

The Community Development Department initiated a comprehensive update of the General Plan as a work program that began in November of 2002. A revised Draft Program Environmental Impact Report (DPEIR) and revised General Plan Update were released on October 31, 2005. When the comment period closed in December 2005, there were over 900 individual comments provided. The Town and consultant team organized the comments into a few general groups in order to prepare responses. During the period between July 1 and December 31, 2006, work continues to complete the response to comments. Staff has held workshops on various planning concepts related to the General Plan Update, such as the Physical Development and Mobility Study, and completed a "Population At One Time" paper to help facilitate the General Plan Update process. The University of California at Santa Barbara was hired by the Town to complete an Economic Forecast Project, which was presented in a workshop format to complement the General Plan Update process. In addition to all the work completed on the General Plan Update, Town staff has completed the following tasks, which further the existing General Plan's goals.

**Conservation and Open Space Element goal** – "To manage and protect the natural and cultural resources of the Town" – The Town has initiated a project to protect the natural resources of Mammoth Creek that includes the removal of fallen trees and brush on Town-owned forested land located adjacent to the creek. In addition, the California Environmental Quality Act (CEQA) requires a cultural resources analysis for all projects. Mitigation measures are identified for each project to reduce impacts to cultural resources. The Town includes these project specific mitigation measures as conditions of approval for the project to protect cultural resources.

**Transportation and Circulation Element goal** – "To provide an adequate, safe, balanced and viable transportation system which... meets the needs of the Town" – The Town has acquired property for a transit facility in the Industrial Park. This facility will provide for space for dispatch services, transit vehicle storage and repair space. The Town has begun a traffic monitoring project within the Town. This project has constructed 14 permanent locations for monitoring traffic to provide data for traffic related mitigation project implementation timing and overall traffic circulation information. The Town has completed Trail Segment 4B Phase 1 between Waterford Avenue and the Snowcreek Athletic Club. Trail Segment 4B Phase 2 will be constructed summer 2007 by a developer as a requirement of an

adjacent development. The Town will start construction of the Lake Mary Bike Lane project in spring of 2007. The Bike Lane project is anticipated to be completed in fall 2009. The project will construct a five-mile Class I bike path from Minaret Road to Horseshoe Lake. The Town will also construct sidewalks in conjunction with street rehabilitation on the South Main Frontage Road from Manzanita Road to the westerly end of the frontage road and on Canyon Boulevard from Forest Trail to Canyon Lodge in the summer of 2007.

**Housing Element goal** – “To provide a variety of housing types suitable to the needs of the different social and economic segments of the Mammoth Lakes’ population” – The Zoning Ordinance (Title 17) was amended by an ordinance revising the calculations for employee generation by use of Multi-unit and Single Family Transient in order to more effectively satisfy the Town’s needs for workforce housing. Town staff has been implementing the revised employee generation calculations for new projects. Between July 1 and December 31, 2006, 4 “low” income units, 16 “moderate” income units and 20 “above moderate” income units were constructed or acquired, for a total of 40 Deed Restricted Affordable Units. The three and four bedroom San Joaquin Villas units are deed restricted to the household income levels identified above based upon the Area Median Income (AMI) level established by the State of California Department of Housing and Community Development for Mono County.

**Land Use Element goal** – “To address the needs of the permanent residents of Mammoth Lakes, including...public facilities and services” – Staff is implementing the recommendations of the Community Facilities Needs Assessment that was reviewed and accepted by the Town Council on October 3, 2001. The study has determined build-out community facility needs and identifies land that may need to be acquired to locate future public facilities. The study is intended to help the Town implement the Public Services and Facilities goals and objectives identified in the Land Use Element of the General Plan.

The Town has continued to actively work with the Southern Mono Health Care District, Mono County Superior Courts, and Mono County to support the Health Care District’s efforts to obtain a 10.01-acre property from the U.S. Forest Service at the intersection of Main Street and Sierra Park Road for a future police facility, Superior Courts, and an interagency civic center. A design team, LPA, has been hired by the Town to design the Police Department facility on this site. Staff has met with LPA to discuss design ideas and schedule. In addition, the Town has been holding discussions with the School Board regarding the possibility of the construction of an ice rink / multi-use facility on the Mammoth Unified School District and Mono County Office of Education property, adjacent to the public library currently under construction. All parties expect an agreement. The Town, with the U.S. Forest Service (USFS) and the Eastern Sierra Interpretive Association, has completed the construction of two new structures; a “Welcome Center” that provides 2,900 square feet for the Town’s Visitor’s Bureau facility and

another 2,600 square foot building for a new USFS Visitor's Center.

**Housing Projects/Programs:**

Staff is implementing the provisions of the adopted Affordable Housing Mitigation Regulations. The Affordable Housing Mitigation regulations are encouraging the development of Mixed-Use projects that include housing above commercial developments. The Town is processing an application with the non-profit Mammoth Lakes Housing, Inc. (MLHI) on the "Tavern Road" project site. This project proposes to build 31 affordable apartments, commercial space, and a parking garage on the existing Park-N-Ride site located on the corner of Tavern Road and Old Mammoth Road.

Also during July 1 and December 31, 2006, the Planning Commission approved the Manzanita Apartments project. This project consists of 14 rental units located on the corner of Manzanita Road and the Main Street frontage road. There are two 2-bedroom and twelve 3-bedroom units on the site. The 14 new units will be restricted to households earning 60% or less of the AMI. Construction of this project is scheduled for spring/summer of 2007.

A 14-unit apartment project, known as the "Jefferies," consisting of six 2-bedroom and eight 3-bedroom units in addition to an existing duplex, is under construction. All sixteen units on site will be restricted to households earning 60% or less of the AMI. Also, the first phase of Aspen Village (48 apartments), a MLHI project, has completed construction and is fully occupied. These units are eligible to those earning 50-60% AMI. The Aspen Village project also includes 24 condominium units, which are scheduled for construction in 2007. The condominium units will be restricted to affordability levels ranging from "low" (80% of Mono County area median income) to 200% AMI.

During the calendar year 2006, the Town collected in-lieu fees totaling \$1,518,548 to be spent on affordable housing projects. The December 31, 2006 balance within the Affordable Housing Mitigation fund totaled \$950,924. The Town Council allocated \$891,997 from general fund revenues for workforce housing development and acquisitions.

**Waste Reduction Programs (AB 939):**

The passing of AB 939 required Counties/Cities to achieve a 50% reduction or diversion of solid waste from landfills by the year 2000. The California Integrated Waste Management Board (CIWMB) realized that this goal was extremely aggressive and passed an amendment giving these jurisdictions through 2005 to achieve the 50% reduction goal. In 2005, the Town submitted an extensive report to the CIWMB documenting the Town's diversion progress. A diversion rate of 53% was measured. This is outstanding for a community with little "green waste" or landscape debris to dispose. A lot of the diversion was obtained through increased recycling efforts, reuse of asphalt grindings for roadway repair, and sludge cover from Mammoth Community Water District (MCWD). In June of 2006, the CIWMB came to Mammoth Lakes to verify Mammoth Lakes' diversion efforts contained in the report. Staff expects a final CIWMB ruling by June 2007.

As part of the new franchise agreement negotiations with Mammoth Disposal, a new 16,000 square foot recycling center is being considered. This facility will accommodate recycling needs of the Town for the next ten to fifteen years.

### **Transit Planning:**

Town Staff has continued to run a year-round public transit system within the Town boundaries. The North Village Specific Plan includes a "central hub" transit stop and shelter structure adjacent to the Gondola Building along Canyon Boulevard. The year-round public transit system supplements the winter transit system run by Mammoth Mountain Ski Area. The Town has acquired property for a transit facility in the Industrial Park. This facility will provide for dispatch services, transit vehicle storage, and repair space. Upgrades to this facility will be completed summer 2007. The Town has ordered 12 new buses, which are expected to be delivered late spring 2007 for expanded service. In addition, the Town is reviewing the possible extension of one of the winter transit lines further west into the Old Mammoth district and year round Trolley service along the Old Mammoth Road and Main Street corridor. The Town recently passed an additional one percent Transient Occupancy Tax that will be primarily dedicated to transit services. A new transit study will be prepared spring 2007 to evaluate and expand year round transit service for resident, workforce, and visitor needs.

### **Grant Applications:**

The Town and Mammoth Lakes Housing received a \$300,000 grant from the BEGIN program for homebuyer down payment assistance to income qualifying individuals at the 24 unit Aspen Town Homes condominium project.

### **Commercial Area Revitalization:**

During July 1 - December 31, 2006, STIP projects were approved for South Main Street (State Route 203) Frontage Road rehabilitation that will provide street improvements, sidewalks, and landscaping along Main Street. Canyon Boulevard is another street improvement and sidewalk project that was approved. Preliminary design was approved on the North Main Street Frontage with similar improvements. Meridian Boulevard is another planned project that will be constructed in summer 2008. A street design project was prepared for the North Village Area to extend facilities such as sidewalks, transit bays, and street lighting beyond the Village core. Sidewalks, drainage improvements, and street rehabilitation will be constructed and it is anticipated that the remainder of these improvements will be completed this year.

### **Environmental Review:**

In conjunction with current planning application requests and project developments, a total of one Categorical Exemption was filed. Three Negative Declarations, one Mitigated Negative Declaration, and four Environmental Impact Reports (EIRs) were filed. Some of these environmental documents are still being prepared at the time of this report. One single-family home in

the Bluffs was studied and found to conform to the Bluffs EIR.

### **Planning Application Requests**

**General Plan Amendments:** The current General Plan Update was initiated during fiscal year 2002-2003 and is still underway.

**District Zoning Amendments:** There were no District Zoning Amendments filed during July 1 – December 31, 2006.

**Zoning Code Amendments:** There were three Zoning Text Amendments filed during July 1 – December 31, 2006.

**ZCA 2006-04:** This amendment was initiated by Snowcreek Investment Company LP for the revised Snowcreek Master Plan.

**ZCA 2006-05:** This amendment was initiated by the Town of Mammoth Lakes for large home standards.

**ZCA 2006-06:** This amendment was initiated by Cardinal Real Estate Investments for a 108-unit condo hotel.

**Use Permit Applications:** There were eight Use Permit Applications filed during July 1 – December 31, 2006.

**UPA 2006-12:** This application was initiated by Intrastar Mammoth LLC for 10 townhome units. This application was approved by Planning Commission on 8 November 2006.

**UPA 2006-13:** This application was initiated by John Harriman for a 10-unit project.

**UPA 2003-13 (amendment):** This application was initiated by High Country Lumber, related to material storage on a vacant parcel. This application was approved by Planning Commission on 27 September 2006.

**UPA 2003-14 (amendment):** This application was initiated by Darin Davis, Mammoth Gateway LLC related to the provision of workforce housing units.

**UPA 2006-14:** This application was initiated by Mammoth Lakes Family Association III. This application was approved by Planning Commission on 14 February 2007.

**UPA 2006-15:** This application was initiated by Stephen Ettinger for a 10-unit project.

**UPA 2006-16:** This application was initiated by Cardinal Real Estate Investments for a 108-unit condo hotel.

**UPA 2006-17:** This application was initiated by Scott Bishop for 3 townhome units.

**Variance Applications:** There was one Variance Application request filed during July 1 – December 31, 2006.

**V 2006-02:** This application was filed by B&B Mammoth for the height of a single-family residence. The application was approved by Planning Commission on 29 November 2006.

**Administrative Permits:** There were no Administrative Permits filed or

processed during July 1 – December 31, 2006.

**Lot Line Adjustments:** There were three Lot Line Adjustment applications filed during July 1 – December 31, 2006.

**LLA 2006-05:** This application was filed by Mammoth Hotel Associates to adjust lot lines.

**LLA 2006-06:** This application was filed by Intrawest CA Holdings to adjust lot lines. This application was denied.

**LLA 2006-07:** This application was filed by Miller to adjust lot lines.

**Tentative Parcel Maps:** There were no application requests for Tentative Parcel Map approval during July 1 – December 31, 2006.

**Tentative Tract Maps:** There were four application requests for Tentative Tract Map approval during July 1 – December 31, 2006.

**TTM 36-242:** This application was filed by Intrawest Mammoth LLC for 10 townhome units. This application was approved by Planning Commission on 8 November 2006.

**TTM 36-243:** This application request was filed by John Harriman for a 10 units townhome project.

**TTM 36-244:** This application was filed by Stephen Ettinger for 10 condominium units.

**TTM 36-246:** This application was filed by Cardinal Real Estate Investments for a 120-unit condo hotel.

**Sign Review Permits:** There were nine application requests for various sign permits submitted during the fiscal year.

**Business License Registrations:** There were a total of 95 business license registrations reviewed and approved during July 1 – December 31, 2006. All registrations were routed through the planning department for review and approval. Of the total registrations, 58 listed business locations are within the Town of Mammoth Lakes.

**Tree Removal Permits:** There were 34 tree removal permit requests submitted for the Town's review. Approximately 86 trees were approved for removal during July 1 – December 31, 2006.

**Building Permit Planchecks:** There were 408 building permit planchecks reviewed during July 1 – December 31, 2006. Of these planchecks reviewed, 7 were for multiple dwelling units and 12 were for single-family dwelling units.

**Code Compliance:** During July 1 – December 31, 2006, there were multiple Code Compliance citations issued, mostly for garbage violations. Various Code Compliance warning notices were also issued.

**WEB Site:** Municipal (Zoning) Code and General Plan information with download availability can be located at the Town of Mammoth Lakes WEB

site at: [www.ci.mammoth-lakes.ca.us](http://www.ci.mammoth-lakes.ca.us). Planning Commission and Town Council agenda packets and minutes are also available on the Town's website.

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction	Mammoth Lakes, CA
Reporting Period	1-Jul-06 - 31-Dec-06

Table A

### Annual Building Activity Report

#### Very Low-, Low-, and Moderate-Income Units and Mixed-Income Multifamily Projects

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions	Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Assistance Programs for Each Development See Instructions	Deed Restricted Units See Instructions	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income				
105 Old Mammoth Road	5+	O		4	16	20	40	Mitigation		
(9) Total of <b>Above Moderate</b> from Table A2							51			
(10) Total by income units (Field 5) Table A				4	16	71	91			

**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***

(CCR Title 25 §6202 )

<b>Jurisdiction</b>	Mammoth Lakes, CA
<b>Reporting Period</b>	1-Jul-06 - 31-Dec-06

**Table A2**

**Annual building Activity Report Summary for Above Moderate-Income Units**  
**(not including those units reported on Table A)**

	Single Family	2 - 4 Units	5+ Units	Second Unit	Mobile Homes	Total
No. of Units Permitted for <b>Above Moderate</b>	12	39				51

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

<b>Jurisdiction</b>	Mammoth Lakes, CA
<b>Reporting Period</b>	1-Jul-06 - 31-Dec-06

**Table B**

**Regional Housing Needs Allocation Progress**

**Permitted Units Issued by Affordability**

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		7/1/06 - 12/31/06	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level											
Very Low	Deed	60											60
	Non-deed restricted												
Low	Deed	53	4									4	49
	Non-deed restricted												
Moderate	Deed	69	16									16	53
	Non-deed restricted												
Above Moderate		114	20									20	94
Total RHNA by COG.		296										40	256
Enter allocation number:													
Total Units			40										
Remaining Need for RHNA Period													

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction** Mammoth Lakes, CA  
**Reporting Period** 1-Jul-06 - 31-Dec-06

**Table C**

### Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Element.		
Name of Program	Objective	Deadline in H.E.	Status of Program Implementation
Program 1.A.	Maintain the mobile home park zoning on existing mobile home parks.	On-going	Achieved successfully through the Town Zoning Code.
Program 1.B.	Facilitate and encourage affordable housing projects.	On-going	Successfully implemented through State of California Density Bonus Law and Town Zoning Code, which allows up to a double density bonus for qualifying projects.
Program 1.C.	Support the establishment of a nonprofit corporation or trust for the development and operation of affordable housing.	Not specified	Achieved successfully through partnerships. Mammoth Lakes Housing was incorporated as a California Public Benefit Corporation in July 2002.
Program 1.D.	Place a referendum before the voters for the approval of publicly assisted low-income housing.	At the earliest opportunity	Achieved successfully. In 1996, 200 units of publicly assisted low-income housing units were approved.
Program 1.E.	Modify zoning to allow emergency shelters and transitional housing for the homeless as a permitted use.	Not specified	Successfully implemented through the Town's Zoning Code.

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction	Mammoth Lakes, CA		
Reporting Period	1-Jul-06 -	31-Dec-06	
Program 1.F.		Achieve fair share of regional housing need.	On-going (next deadline is December 2008)
			Town has set a target of a minimum of 60 new units of very low-income housing, 53 units of low-income housing, and 69 units of moderate income housing for the five-year period ending in December 2008.
Program 1.G.		Establish a redevelopment agency.	Fiscal year 1992-1993
			The Town of Mammoth Lakes had its Redevelopment Plan rejected by the courts. Redevelopment is not a tool that is available to the Town of Mammoth Lakes at this time.
Program 2.A.		Enforce the California Administrative Code as it pertains to handicapped accessibility.	On-going
			Successfully implemented. The Town of Mammoth Lakes has been ensuring that all new developments and rehabilitations of housing units meet the requirements of the California code of regulations.
Program 2.B		Continue to permit manufactured housing in all residential zones and "Granny" housing as defined in the Government Code.	On-going
			Achieved successfully. The Zoning Code appropriately reflects the State Law requiring local jurisdictions to allow "Granny" units on single family zoned properties.
Program 2.C.		Establish a referral program so that persons with complaints requiring housing discrimination may be directed to the appropriate state or federal agency.	31-Dec-93
			Achieved successfully. Brochures are available at the Town offices.
Program 2.D.		Increase the number of Section 8 Vouchers available to the community, if possible.	Not specified
			Achieved successfully. There are 15 Section 8 vouchers available in Mono County. The Town will not pursue additional increases in Vouchers, as funding is not available from State or federal sources.

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

<b>Jurisdiction</b>	Mammoth Lakes, CA		
<b>Reporting Period</b>	1-Jul-06 -	31-Dec-06	
Program 3.A.	Enforce the requirements of Title 24 of the California Code of Regulations (Building Code).	On-going	Implemented successfully.
Program 3.B.	Continue to promote energy conservation programs.	On-going	Achieved successfully. To date over 3,000 old woodstoves and fireplaces have been replaced.
Program 4.A.	Pursue housing code enforcement and develop a housing rehabilitation program which includes weatherization, minor repairs, and unit rehabilitation.	Not specified	Achieved through partnership. Mammoth homeowners and renters are eligible to participate in weatherization programs. The development boom has provided incentive for the private sector to initiate rehabilitation.
Program 4.B.	Continue to not require removal or conversion of housing units which have been made nonconforming as a result of changes in zoning.	On-going	Achieved successfully. The Town Zoning Code continues to allow nonconforming residential uses to be maintained.
Program 4.C.	Assure that new major projects do not have an adverse effect on the Town's housing supply.	On-going	Achieved successfully. The Town Council updated Affordable Housing Mitigation Regulations in 2005. The CEQA process continues to be used to evaluate project impacts to housing.
Program 4.D.	Review all future NEPA documents for expansion of Mammoth Mountain and other developments on National Forest land to assure that said development has no adverse effect on the housing stock of the community.	On-going	Implemented successfully through partnerships. Although the USDA Forest Service does not allow Mammoth Mountain Ski Area (MMSA) to provide on-site employee housing, MMSA continues to provide housing opportunities as well as upgrade or replace units.

ANNUAL ELEMENT PROGRESS REPORT  
*Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction	Mammoth Lakes, CA		
Reporting Period	1-Jul-06 -	31-Dec-06	
Program 4.E.		Minimize displacement of existing residents and residential units through the application of conversion requirements in the Zoning Regulations.	On-going
			Implemented successfully. The Community Development Department reviews vacancy rates annually and disallows conversion of residential units for commercial or condominium uses if vacancy rates are less than 5 percent.